

ASA 16-006 Doors, Door Related Services, and Parts

Door Service Contract

The State of Indiana, Department of Administration, is interested in creating a time and materials service contract for door and door related services. It is possible that one vendor may not be able to service all items under this contract. The State wants to have one vendor to contact and to make that vendor be responsible for contacting the appropriate vendor/subcontractor, if necessary, to remedy the problem.

Vendor shall respond to call by the next business day or before. A business day is considered Monday to Friday from 7:30a – 4:30p, excluding State of Indiana recognized holidays.

The State may indicate that the repair is an emergency and the vendor should be onsite 24/7 within 4 hours to correct the problem, if possible, or temporarily correct the issue. (For example, a door will not secure properly and a part is necessary to fix the problem. The temporary solution might be to find a way to secure the door until the part arrives.

Vendor selection determination

The primary vendor will be selected based upon the following criteria

- 1) Cost per labor hour non-emergency (costs should be broken down by primary contractor and subcontractor)
- 2) Cost per labor hour emergency (costs should be broken down by primary contractor and subcontractor)
- 3) Price of materials (the State would prefer list price minus a certain percentage for material cost, since it would be difficult to create a specific materials list for every door and item)
- 4) Any other costs (any travel time costs, any management costs)

Items to note

- The State will not pay for labor costs for a contractor/subcontractor that did not correct the issue. (i.e., one vendor was sent to fix the problem but was unable to do so. Another vendor was sent who did actually fix the problem, the state will not pay for the first vendors' time)

Locations

Vendor must be able to provide service throughout the State of Indiana.

Examples of items (list is not inclusive)

Panic Bars, rods and latches, mechanical and electrified (Von Duprin)

Mortise and Cylindrical locks, mechanical and electrified (Best, Schlage)

Electric Strikes (HES, Von Duprin)

Hinge (electrified or otherwise)

Closers

Automatic openers

Roll up doors

Card Access system items

Controllers (Lenel 2000, 2220, 1300, 1320, 1200, 1100)

Power Supplies

Readers

Door Contacts

Request to Exit